

Navigating SAGE Formative

The landing page for Educators provides access to the four major sections of the site: Browse Resources, View Assignments, View Classes & Students, and View Reports. These sections are also accessible from any page in SAGE Formative by clicking the tabs at the top of the screen. These features are briefly explained in Table 2 and covered in more detail throughout this section.



Note: LEA-level users can only browse resources. School-level users can access all features within SAGE Formative. For additional information, refer to the Understanding the Educator-Student Relationship in SAGE Formative section on the next page.

- To find resources and create assignments, click [**Browse Resources**].
- To access current or previous assignments, click [**View Assignments**].
- To view class (roster) information and student assignments, click [**View Classes & Students**].
- To view reports for classes or individual students, click [**View Reports**].

Figure 5. Educator Site Landing Page

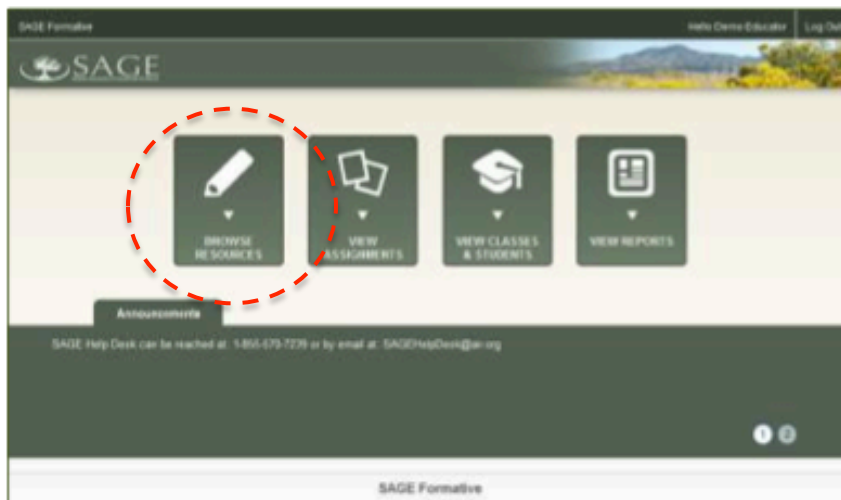


Table 2 provides an overview of the features available to educators who use SAGE Formative.

Table 2. SAGE Formative Features for Educators

Feature	Description
Browse Resources	<ul style="list-style-type: none"> • Search for resources and assign resources to students • Mark resources as favorites
View Assignments	<ul style="list-style-type: none"> • View active, recently completed, and archived assignments • Track students' progress in assignments • Edit, copy, and delete existing assignments
View Classes & Students	<ul style="list-style-type: none"> • View and manage the online classes (rosters) with which you are associated • View assignments for each student
View Reports	<ul style="list-style-type: none"> • View assignment summary, benchmark proficiency, and item analysis reports



SAGE: How To Filter Browser Resources

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The screenshot shows the SAGE search interface with the following filters applied:

- Keyword Search (Optional):** A search bar with a magnifying glass icon.
- Content:** A dropdown menu set to "All".
- Grade:** A grid of buttons for grades K through 12, with "3" selected.
- Material Type:** Four buttons: "All Types", "Lesson Plan", "Professional Dev. Aid", and "Student Activity".
- Library:** A dropdown menu set to "All".
- Learning Modalities:** A dropdown menu with a plus sign icon.

At the bottom, there are "Reset" and "Search" buttons.

Filter	Options	Description
Keyword Search	User-entered	You can enter any keyword in this field to generate materials that have this word in the resource title or description.
Grade	Grade levels K through 12	Resources are associated with different grade levels. To narrow results, click one or more grades to generate materials associated with the selected grade(s).
Library	All	This category includes information from all library types in the generated results.
	Instructional Support Materials	This library contains lesson plans for educators and instructional materials for students.
	Formative Assessment Items	This library contains individual items that educators can compile into formative assessments to be administered to students via assignments.
Content	English Language Arts (Reading)	<ul style="list-style-type: none"> After you select a content area, another drop-down list will appear immediately below. This list will display available standards for the selected subject.
	Mathematics	<ul style="list-style-type: none"> Additional drop-down lists will appear as you refine your search. You can drill down to lower levels within each content hierarchy.
	Science	<p><i>Note: All available resources are aligned to Utah's standards.</i></p>
Material Types	All Types	All material types, including lesson plans, professional development activities, and student activities, are generated.
	Lesson Plan	Lesson plans are for educators and cannot be assigned to students.
	Professional Development	Professional development resources are for educators and cannot be assigned to students.
	Student Activity	<p>The majority of resources available are student activities, and these can be assigned to students. Student Activity resources can contain passages, videos, examples, and/or quizzes.</p> <p><i>Note: Any assignments that contain a Student Activity resource with quiz items will be scored. Educators and students can view the raw score for each resource. Educators can also view reports for these assignments.</i></p>
Learning Modality	Various	<p>Learning modality categories include auditory, creative, haptic/tactile, interpersonal, intrapersonal, kinesthetic/proprioceptive, musical, naturalistic, reading, visual, and writing. (Some resources have multiple learning modalities.)</p> <p><i>Note: Resources without a learning modality category attribute are included in search results.</i></p>

About Rosters

The ability to add students to assignments depends on the educator-student relationships managed via class rosters. USOE will upload roster information on a nightly basis, and educators may manage their own rosters.

Educators can view their rosters via the Manage Your Rosters feature in View Classes & Students. Educators can create assignments for all students in a roster, for selected students in a roster, or for a single student. Educators cannot create assignments for students who do not belong to their roster(s).



Only Educators (school-level users) associated with rosters can create and view assignments for the students in their roster(s). Users who are not associated with rosters cannot add students to an assignment. All rosters are associated with a school; therefore, only school-level users can be associated with rosters. Educators cannot view assignments created by other educators, even if they share the same students.



A student can belong to multiple rosters and educators and receive assignments for each roster in which he or she is a member.

- The classes you see on the View Classes & Students page are the rosters for which you are the associated educator.
- If you do not see any classes or students, you have not yet been associated with any rosters. Contact your LEA or School Administrator to have rosters created for you.
- To create additional rosters or modify your rosters, use the Manage Your Rosters feature on the View Classes & Students page.